



DC REAL ESTATE BOARD

Regulatory Complaint Intake Form

GENERAL INSTRUCTIONS: Consumers who have experienced legal or ethical problems of alleged negligence with DC licensed real estate agents should complete this form. Submit the original application with all supporting documents. Examples of supporting documents that should be submitted include copies of all contracts and addenda signed or agreed to; certificates; or any other legal document used to support your complaint. The D.C. Real Estate Board licenses Broker, Salespersons and Property Managers.

DATE OF APPLICATION: _____

DATE RECEIVED: _____
(Office use only)

COMPLAINT IS WRITTEN ON:

Alleged Violator: _____
(Include Full name, Alias, and Company name)

Alleged Violator's Home and/or Company Address: _____

_____ Ward # (if known): _____

Address Where Violation Occurred: _____

Day Phone #: _____ Evening Phone #: _____ Fax #: _____

COMPLAINT IS WRITTEN BY:

Name of Person Submitting Complaint: _____

Address: _____ Ward _____

Day Phone #: _____ Evening Phone #: _____ Fax #: _____

NATURE OF COMPLAINT: _____

NOTE: Use additional paper, if necessary. Submit copies of all documents to support claim of alleged negligence.

(Office Use only):

COMPLETED BY: _____ DATE: _____ STATUS _____

STATUS: _____

{ } MAIL-IN { } WALK-IN { } TELEPHONE { } REFERRED FROM: _____

Revised 09/27/01

MAIL COMPLAINT FORM TO:
ATTN: Leon Lewis, Program Liaison
Department of Consumer and Regulatory Affairs
941 North Capitol Street, NE 7th Floor, Suite 7200
Washington, DC 20002
(202) 442-4340, 4320